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**Cc:** [Doa, Maria](#); [Canavan, Sheila](#); [Lewis, Paul](#); [Goodwin, Brad](#); [Passe, Loraine](#); [Sleasman, Katherine](#); [Kramek, Niva](#); [Henry, Tala](#); [Barone, Stan](#); [Brown, Vincent J](#); [Choudhary, Rehan](#); [Shoaff, John](#)  
**Subject:** EPA's Workshop on TCE--Request for Bios and Presentations  
**Date:** Friday, July 18, 2014 9:08:52 AM  
**Attachments:** [TCE\\_Workshop Agenda July 18.docx](#)

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Hello Everyone--

Thank you for agreeing to participate in EPA's Expert Public Workshop on Alternatives and Risk Reduction Approaches to Trichloroethylene (TCE) Use as a Degreaser in Washington, DC from July 29th-30th. We very much appreciate your willingness to contribute.

Attached you will find an updated draft agenda for the workshop which includes all speakers and presentations we have confirmed at this time. The agenda provides a brief description of the topics to be covered by your talk. If there are additions to this agenda, we will send an updated version around. If you have further questions about what should be included in your materials, or the time allotted for the presentations, please contact us.

In preparation for the workshop, please send a brief bio to Katherine Sleasman ([sleasman.katherine@epa.gov](mailto:sleasman.katherine@epa.gov)) and me ([parsons.douglas@epa.gov](mailto:parsons.douglas@epa.gov)) by Wednesday, July 23. This will allow the session chairs to provide proper introductions for all the speakers. If you will be using a PowerPoint for your presentation we also ask that you provide those materials to Katherine and me by Wednesday, July 23 so they may be loaded onto a dedicated computer for the meeting and made available to off-site participants through a webinar. We ask that your presentation be provided in PowerPoint format. We will make sure everything is loaded and ready to go. And please remember to show up around 8:30 on Tuesday to allow time to be cleared through building security.

If you have not already, please register online for the meeting using the link below.  
<https://www.eventbrite.com/e/epa-workshop-alternatives-and-risk-reduction-for-trichloroethylene-tce-tickets-11540137863>

If there are further questions, please contact Katherine or me. Once again, thank you for all the help over the last few months and your participation in this workshop. We look forward to seeing you on Tuesday, July 29th. For those traveling, we hope you have safe and easy travel.

Best, doug

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